

Town of East Windsor

Public Works Department Snow Removal Plan



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The East Windsor Public Works Department is preparing for the upcoming winter season. The primary responsibility of the Department is to maintain the transportation network by making it safe and accessible for the motoring public. This pamphlet helps to outline the snow removal procedure of the Town and offers suggestions on how you can help. Please review this plan and help us to help you.

Sanding & Plowing

When winter precipitation begins and accumulations ¼” – ½” are evident, the Highway Department dispatches approximately 6 trucks equipped with plows and sanders to begin the application of materials. You can help by parking your vehicles off the street at all times during the winter months. From November 1st through March 31st, parking bans are enabled at different times by the Police Department during winter storms.

Town-wide snow plowing operations are divided among 6 routes. Within each route, certain streets are designated to be primary or secondary roads. This helps to determine the order in which they are plowed. The primary roads are opened up from the center first, so that emergency vehicles can make their way around Town easier. “Opening up” means that after the completion of the sanding operation, crews then begin plowing from the center of the road and make a minimum of two passes in each direction. Once all the streets are opened up, depending on the duration of the storm, the drivers may then begin to “push back” their roads. During this phase, the accumulated snow is then pushed back to the curb or gutter line. Although at this point during the storm, many sidewalks are filled with snow, it is imperative that we push the snow back as far as possible so that any future snow storms can be removed from the streets. PLEASE refrain from shoveling your sidewalks or the end of your driveway until this operation is complete. REMEMBER, it is against the law to discharge snow into the roadway.

After the plowing operations have been completed, the crews then go back and re-sand their routes with sand and salt again. Typically, a lesser amount of material is dispensed at this time. This is very important in trying to prevent black ice or the re-freezing of any melting snow. If drifting occurs after the plowing operations are complete, the crews may be dispatched to plow back the drifts and apply sand and salt at the same time.

Parking lots and walkways for Town buildings must also be cleared, and efforts are made to complete this before the regular opening times of the buildings (town hall, senior center, annex, etc.)

Depending on the temperatures, intensity, and duration of the storm, the above tasks can take anywhere from three to twelve hours.

Road Right of Way

Prior to the winter season, please remove any items from the road and tree belt (basketball hoops, soccer goals, etc.). Depending on the width of the road and the road right of way, the Town owns from 10’ to 20’ from the edge of the road. Other than mailboxes, the Town will not be responsible for damage to any items on Town property. Damaged curbing will be replaced in the spring.

Sidewalk Clearing

Cleared sidewalks are very important to the safety of all of East Windsor's residents. If you live near a sidewalk the responsibility of clearing the snow from that walkway, whether you own or rent the property, is yours. From the time it stops snowing, you have twenty-four (24)-hours or within twenty-four (24)-hours after sunrise if the snow fell through the nighttime hours (after 8:00 p.m.), to remove the snow from the sidewalk. Please wait until snowplowing operations are complete, before beginning to remove the snow from your sidewalks. It is very frustrating to have finished clearing your sidewalk and have a snow plow come by to fill it in again. REMEMBER, it is against the law to discharge snow into the roadway.

Mailboxes

Prior to the winter season, please ensure that your mailbox post is sturdy, and that the mailbox is securely attached to the post. While drivers are careful to avoid mailboxes, there are times when mailboxes are damaged either by direct contact, or the force of the heavy snow plowed off the road. Drivers report damaged mailboxes to their supervisor. However, mailboxes can be damaged by plowed snow without the driver's knowledge. If your mailbox is damaged, please report this to the Public Works Department at 860-292-7073. The Town's mailbox policy can be found on the website under Public Works/Engineering.

Trash Pickup

Please do not place your trash receptacle out on the road over night if a storm is anticipated. If at all possible, do not put out your trash receptacle until your road has been plowed. If trash/recycling receptacles are placed prior to the road being plowed, they should be placed at least 3', and no more than 5', behind the curb. Maintain a 2' cleared area around the receptacles.

Driveway Clearing Tips

Homeowners are responsible for clearing their own driveways. To avoid extra shoveling, wait until the road has been plowed to the curb before removing the snow at the entrance of your driveway.

When removing snow from the entrance of your driveway, place the snow to the right side of the driveway (facing the road). This will prevent the added snow from being plowed back into your driveway during the Town's plowing operation. Driveway snow must not be shoveled or plowed into the road for obvious safety reasons. REMEMBER, it is against the law to discharge snow into the roadway.

Do not allow children to play on or in snow banks along the edge of the road during or even after storm events. The Town may have to continue push back operations between storms to provide room for subsequent storms. We encourage children (and adults) to make snow forts or igloos, but please, not near any roadway.

Catch basin and Storm Inlets

You can help the Town to minimize street flooding by shoveling snow and ice off catch basin grates near your house. Highway personnel perform this task on a regular basis, but with more than 1,000

catch basins in Town, it is impossible for us to ensure that all are cleared on a continual basis. Report any excessive flooding to the Town Public Works Department at 860-292-7073.

Fire Hydrant Clearing

Although there is no formal ordinance for clearing the area around any fire hydrants located in front of your home, it is in your best interest to help the Fire Department with keeping the hydrants accessible. Please take the time and adopt a hydrant. Who knows, the home you save may be your own.

Potholes

Potholes are formed when water that has entered cracks in the road freezes and thaws. This action breaks up the pavement surface. Traffic loosens the pavement more, displaces the underlying gravel, and eventually a hole is created. Patching of potholes continues throughout the winter with the use of cold patch for temporary repairs. Permanent repair are made in the summer when hot asphalt is available. Please report any potholes to the Public Works Department at 860-292-7073.

Winter Driving Tips

- If at all possible, stay off the roads during storm events.
- Check for adequate tread on your tires. Use all-season tires for your vehicles.
- Keep a folding shovel and some sand in your trunk.
- Clean your vehicle of all snow and ice especially around all lights.
- Keep a safe distance from plow trucks, and all vehicles.
- Allow extra time to reach your destination.
- Drive defensively.

Winter Sand

Winter sand is available to the public in front of the Public Works Garage at 6 Woolam Road. *No contractors please!*

State Roads

South Main Street	Route 5
Prospect Hill Road	Route 5
Main Street, Warehouse Point	Route 510
North Main Street, Warehouse Point	Route 510
Bridge Street	Route 140
North Road	Route 140
Broad Brook Road	Route 140/191
Melrose Road	Route 140
Main Street, Broad Brook	Route 191
Mill Street	Route 191
Scantic Road	Route 191
Phelps Road	Route 191

Interesting Facts

Miles of Town Roads	70
Annual Inches of Snowfall	45
Number of Plow and Sand Routes	6
Hours to Sand the Town Once	3
Hours to Plow the Town Once	5
Hours Needed After Snowfall to Complete Clean-Up	7-9
DPW Employees Available for Winter Storms	8
Tons of Salt Used Last Year	1200
Tons of Road Sand Used Last Year	2600
Current Cost per Ton of Salt	\$60.61
Current Cost per Ton of Sand	\$10.00